4 October 1983

NOTE FOR: NIOs, Assistant NIOs, AG Officers

FROM : Charles E. Waterman, Vice Chairman/NIC

SUBJECT: Contacts with Potential Contributors to Open Publications

- l. As mentioned at this morning's staff meeting, I have worked out special arrangements with George Lauder, Director of Public Affairs, whereby the NIC will be able to comply with existing Agency obligations to keep the Public Affairs Office apprised of our contacts with outsiders (non-journalists) active in contributing to open publications which deal with intelligence, military, or foreign policy issues. This requirement recognizes that most of our officers must maintain a wide range of contacts with people in the academic and business worlds who frequently write for publications of one sort or another.
- 2. Please provide a list by Thursday, 6 October of individuals with whom you maintain regular or frequent contact who are involved in writing articles of the type described above. Do not include professional journalists; your contacts with them must be reported separately, as you are aware. Do include any consultants/contractors with whom you deal regularly who publish. For each such contact, include name, affiliation, and a few words about the nature and frequency of your dealings with him.
- 3. Each time you meet with a <u>new</u> person who fits this description -- regardless of whether the contact is to be recurring or one-time only -- please fill out one of the simple forms (copies attached) we have worked up to record such meetings and give it to will make sure that Public Affairs is kept informed.

Charles E. Waterman

Attachment: a/s

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